

INTERNAL

COMMUNICATION FORM

DEPARTMENT OF HUMAN SERVICES

Suspense: August 10, 2011

Subject: Office of Language Access: "4th Annual Hawaii Conference on Language Access"

Originator: W. Ikemori 6-4971

To: SO/DAs

From: PERS

Date: 07/14/11

Memo No. 1

The Office of Language Access (OLA) has announced, "**The 4th Annual Hawai'i Conference on Language Access**". The conference topics include, use of interpreters during police, fire and medical emergencies, providing language access in hospital emergency room settings, federal and mainland perspectives on language access in day to day emergencies.

FOR: All DHS employees, first responders, service providers, and contractors who provide services on behalf of DHS.

SCHEDULE:

Date: Wednesday, August 31, 2011
Time: 8:00am to 4:30pm
Location: Imin Conference Center, East-West Center
1777 East-West Road
Honolulu, Hawaii

REGISTRATION: Register directly with the Office of Language Access (OLA). Registration instructions are noted on the attached flyer. Please follow normal out-service request procedures by submitting a **DPS 411** (Out-Service Training Request) **prior** to the session, through proper division training authorization protocols. Upon **completion** of training, please submit DPS 411 to PERS-TS for training documentation.

COST: No cost.

ACCOMMODATIONS: If you have special needs due to mobility, hearing, or sight impairment, or limited English proficiency, please contact the Office of Language Access (OLA) at 808-586-8730.


PERS

cc: DIR

REGISTER NOW!

4th Annual Hawai`i Conference on Language Access

Kōkua: First Responders – Addressing Language Access Needs In Emergencies



Wednesday, August 31, 2011

8:00 a.m. to 4:30 p.m.

Imin Conference Center, East-West Center

Conference Topics

- Use of interpreters during police, fire and medical emergencies
- Providing language access in hospital emergency room settings
- Federal and mainland perspectives on language access in day-to-day emergencies

Conference Speakers (Tentative)

- Deeana Jang, Chief, Federal Coordination and Compliance Section, Civil Rights Division, U.S. Department of Justice, Washington D.C.
- Christina Lagdameo, Deputy Director, White House Initiative on Asian Americans & Pacific Islanders, Washington D.C.
- Adrienne Pon, Executive Director, Office of Civic Engagement and Immigrant Affairs, City & County of San Francisco

Vendor and Non-Profit Exhibit Area is Available

Conference sponsorships and volunteer opportunities are also available. Please contact us for more information by phone 808-586-8730 or email dlir.ola@hawaii.gov.

Registration is Free

Register by August 10, 2011. Attendance is limited to 300 people. Download forms from the OLA website at <http://www.hawaii.gov/labor/ola>

Sponsored by the Office of Language Access (OLA) and the Office of Minority Health, Region IX.



4th Annual Hawai'i Conference on Language Access
Kōkua: First Responders – Addressing Language Access Needs in Emergencies
Wednesday, August 31, 2011
8:00 a.m. to 4:30 p.m.
Imin International Conference Center
(East-West Center, Honolulu)

REGISTRATION FORM: Registration is free and limited to 300 attendees. This form must be completed and returned to the Office of Language Access by August 10, 2011. Please print or type.

CONTACT INFORMATION

First Name:		Last Name:	
Organization:			
Mailing Address:	Street Address:		
	City:	State:	Zip:
Business Phone:		Fax:	
Email Address :			

CATEGORY (Check the appropriate boxes below)

<input type="checkbox"/>	State/County Agency	<input type="checkbox"/>	Private Sector/Business
<input type="checkbox"/>	Non-Profit/Community Organization	<input type="checkbox"/>	Interpreter/Translator
<input type="checkbox"/>	Student/Academic	<input type="checkbox"/>	Other (please specify) _____

ADDITIONAL INFORMATION (Check the appropriate boxes below)

<input type="checkbox"/>	I would like to be an exhibitor <input type="checkbox"/> Non-profit: free <input type="checkbox"/> Private sector: \$100	<input type="checkbox"/>	I would like to be a sponsor <input type="checkbox"/> General \$100 & up <input type="checkbox"/> Snacks \$500 <input type="checkbox"/> Breakfast \$1000 <input type="checkbox"/> Lunch \$2000
--------------------------	--	--------------------------	--

ACCESSIBILITY ASSISTANCE: If you would like assistance due to a disability (i.e., wheelchair access, accessible parking, sign language interpreter, large print, etc.) or limited English proficiency, please contact the Office of Language Access (OLA) no later than July 30, 2011.

☐ Please reserve parking at East-West Center (40 spaces available on a first-come, first served basis at \$5.00/day, payable by check to OLA).

Note: Parking is also available at the UH Parking Structure at \$4.00/day.

Once completed, please return this form (and East-West Center parking fee) to:

The Office of Language Access, 830 Punchbowl Street, Suite 322, Honolulu, HI 96813
Phone: (808)586-8730, Fax: (808)586-8733, Email: dlr.ola@hawaii.gov



August 10, 2011